

**Board Meeting in Public
Tuesday, 26 September 2023**

Title of Report	People Committee Report	Agenda No.	5.1.2
Nature of Report (tick one)	<input checked="" type="checkbox"/> Official	<input type="checkbox"/> Official Sensitive	
Author(s)	Brenda Thomas, Interim Company Secretary		
Lead Executive	Deborah McKenzie, Chief People Officer		
Non-Executive Director Sponsor (if applicable)	Peter Wyman, NHSBT Chair (Interim Chair of People Committee)		
Presented for (tick all that applies)	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Assurance	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Update	
Purpose of the report and key issues			
This report is submitted to the Board to draw attention to the main items discussed at People Committee meeting on Wednesday 6 September 2023.			
Previously Considered by			
N/A			
Recommendation	The Board is asked to note the report.		
Risk(s) identified (Link to Board Assurance Framework Risks)			
As detailed within the report.			
Strategic Objective(s) this paper relates to:			
<input type="checkbox"/> Collaborate with partners <input checked="" type="checkbox"/> Invest in people and culture <input type="checkbox"/> Drive innovation <input type="checkbox"/> Modernise our operations <input type="checkbox"/> Grow and diversify our donor base			
Appendices:	None		

1. Background

This report is submitted to the Board to draw attention to the main items discussed at People Committee meeting on 6 September 2023.

2. CQC Well Led Action Plan (specific People Directorate items)

The committee considered the specific people directorate actions from the Care Quality Commission (CQC) Well led action plan to ensure the committee has oversight of those actions and their current position, and to receive assurance these are progressing.

The committee noted that there were only three open actions, one of which would be closed by the end of September after providing the evidence; and the other two were not yet due.

The committee received assurance that progress was being made on the actions and noted that the organisation is in a better shape than before the CQC inspection.

3. Fit and Proper Persons Regulations Policy

The committee was presented with the updated Fit and Proper Persons Regulations (FPPR) Policy for review and recommendation to the Board for approval.

NHS England (NHSE) has developed a Fit and Proper Person Test (FPPT) Framework in response to recommendations made by Tom Kark KC in his 2019 review of the FPPT (the Kark Review). This also takes into account the requirements of the Care Quality Commission (CQC) in relation to directors being fit and proper for their roles. The FPPR Framework was published on 2 August 2023 alongside guidance for chairs and for staff on implementation. NHSE expect elements of the framework to be used from 30 September 2023 with full implementation by 31 March 2024.

The FPPR Policy has been updated to reflect the published Framework and general administrative tidying up to ensure the sections flow well. The main changes are around recruitment and levels of assurance received from other NHS organisations for both non-executive directors (NEDs) and executive directors who have served in other NHS organisations. The framework introduces a new standardised board member reference. The reference is based on the NHS standard reference template but includes additional questions relevant to the FPPT.

In addition, the Electronic Staff Record system (ESR) will be used as a central database to hold individual FPPT information for all NHS board members. New data fields will be added to enable this.

The committee reviewed the policy, and subject to adding a paragraph that accountability for ensuring that the NHSBT chair meet the FPPT assessment criteria resides with the Department of Health and Social Care, recommended the policy to the Board for approval.

4. Freedom To Speak Up (FTSU) Policy

The committee noted that following the Lucy Letby case, NHSE has introduced a model for speaking up that is clear and accessible. There is therefore a requirement to revisit the FTSU policy, and the FTSU Guardian will ensure the refreshed approach is tailored to the needs of the organisation.

5. Workforce Disability Equality Standard, Workforce Race Equality Standard and Gender Pay Gap Report

The committee received the first Single NHSBT Workforce Race Equality Standard (WRES) and Workforce Disability Equality Standard (WDES) and Gender Pay Gap report.

The WDES report showed some progress on last year. It highlighted interventions that are making an impact and there have been real improvements within the organisation against key indicators of workforce equality for disabled staff. The improvements made on WRES on some indicators compared to the 2022 WRES Report were noted, as was the greatest disparities in the metrics against some of the indicators. NHSBT's mean gender pay gap showed further improvement this year at 5.04% although the median at 3.57% was back to the usual figure.

The committee agreed the priority areas of focus requesting where feasible these could be made measurable with a supporting single action plan.

6. Forward Together Programme Review

The committee received an update on the Forward Together Programme which was borne out of the CQC inspection last year. The programme started five months ago and is a two-year programme of work to return to 'Green'. The key issues noted on the 'Back to Green' plan which was reported to the Executive Team on progress against the plan in the week commencing 4 September 2023 were noted.

This programme would become business as usual and it is hoped that NHSBT will be green in January, provided there are no unforeseen issues to destabilise the programme, for instance, industrial action.

7. Progress vs People Audit Actions

The committee noted that the People Directorate have assisted internal audit in four audits in the past 18 months, with the aim to provide NHSBT with assurance regarding People led activities and processes. Government Internal Audit Agency (GIAA) actions are tracked on an integrated People Directorate action plan. A fortnightly review meeting is in place for the People Assistant Directors to review the plan. Opinion audits are also centrally tracked by corporate risk management using Pentana.

Good progress has been made on some of the programmes, but the pace of progress for some affected by reliance on/incorporation into new core strategic programmes.

8. Apprenticeships

The committee received an update of the apprenticeships programme and an update on how this is used to support the Leadership and Management offer. The report provided an overview of the opportunities and benefits in relation to apprenticeships, what processes are in place to encourage the use of apprenticeships, overall apprenticeship budget, work on the governance of apprenticeships and widening the visibility within directorates.

9. Executive Senior Managers Pay Award

The committee, as part of its remit as remuneration committee, reviewed the executive senior managers pay award.